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Chairman, Ad Hoc Committee on CS Support
Records [redacted]

Chief, Records Disposition Branch, Records Management Staff, Management Staff

Records Control Schedule for CS Support Staffs

1. Attached is a proposed general records control schedule containing instructions for the filing and disposition of CS Support Staff records. The schedule has been coordinated with the Support Staffs and significant points raised in comments have been taken care of by prefacing the schedule with a page of instructions. A survey of records maintained by the DDA-DD/S has been completed and the types of materials filed by this Office call for no change in your schedule.

2. As requested by the Committee in the meeting of 8 September 1959, the attached schedule contains the final recommendations of this Staff. It is now ready for your review and further coordination with the concerned DD/S Support Offices. The Records Management Staff is prepared to assist when appropriate in completion of this project.

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[redacted]

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Approved: /S/ [redacted]
Chief, Records Management Staff

11/23/59
Date

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